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City of Alameda  
Code No. 3070  
Approved by C.S.B.  
February 5, 1997

## CONSTRUCTION INSPECTOR

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### DEFINITION

Under direction inspects a variety of public works construction projects, keeping accurate records of construction and time, cost and work performed for preparation of payments to contractors; assures compliance with plans and specifications and performs other related work as required.

### EXAMPLES OF DUTIES

1. Reviews general standards and specific plans and specifications by which public works construction or repair work is done by contract.
2. Observes work in all stages of progress to assure conformance with standards; consults with contractor's supervisory personnel as to methods of construction to determine their adequacy in relation to standards.
3. Authorizes changes or deviations, where there is no substantial cost impact, when consistent with the general intent of the plans or specifications.
4. Inspects and tests, or coordinates and reviews the tests of construction materials such as concrete, aggregates, soils, pipe and building materials; reviews workmanship and sequence of operations.
5. Makes recommendations on requested change orders.
6. Performs basic survey functions to confirm alignments and grades.
7. Inspects utility work done on City property for compliance with finish standards.
8. Performs various inspections including those of sidewalk, curb and gutter work, street sign inventory, and street pavement indices.
9. Performs traffic count work including installation and monitoring of traffic count equipment and downloading of data.
10. Maintains all related records and prepares inspection reports; prepares progress payment estimates.
11. Advises and confers with members of the general public concerning problems resulting from public works projects adjacent to their property.

### EMPLOYMENT STANDARDS

#### Education/Experience

Any combination equivalent to education and experience likely to provide the required knowledge and abilities. A typical way to obtain the knowledge and abilities would be:

Education: Graduation from high school.

Experience: Three years of public works inspection and survey experience.

#### Knowledge

Knowledge of the principles and practices of public works construction; types of soils, materials, testing, survey methods, general street and building construction, design of concrete mix, placing, finishing, reinforced concrete and asphalt concrete construction and the construction and maintenance of municipal facilities.

#### Ability

Ability to conduct inspections of a variety of public works construction projects; review public works construction plans and specifications; interpret and apply related codes, ordinances and regulations; perform survey tasks, establish and maintain accurate records; communicate effectively; establish and maintain effective working relationships with employees and the general public.

#### Other Requirements

Possession of a valid California Driver's License and satisfactory driving record as a condition of initial and continued

employment.

JK/ps: Personnel Department

2/19/97